**Resource Committee Minutes**

**December 7, 2017**

Attendance: Mike Mooney (New Beginnings); Rob Liscord (Preble Street); Aaron Geyer (City of Portland); Jill Damion (Shalom House).

1. Review and approve minutes from November meeting.
   * Regarding minutes from previous meeting, regarding the highlighted passage in the notes, should be updated to reflect that Chris Bicknell of New Beginnings will work with Janice, MaineHousing, and the Youth Committee on creating the questions and the training for the youth survey piece of the PIT. Preble Street Youth Staff are involved as well.
   * Aside from this correction, the minutes were approved.
   * Jill will update the minutes and send to Rob and Mike
2. Review next steps in PIT count preparation. (Janice and Rob)
   * Rob reports that they have outreach leads. Still waiting on Waldo County. Coverage is pretty good. Good variety of agencies.
   * Portland was a concern. Oxford Street Shelter will not be the PIT lead this year, but will be taken on by PATH. Tedford is going to be the lead agency in Brunswick and Bath.
   * Next steps are to try and find volunteers from the community.
   * Night of PIT count is January 23rd. Service-based count is on the 24th and 25th. Usually this operates where the service counts piggybacks on other events. York County has set up to 2 service-based centers. Youth committee will be organizing Youth events.
   * People need to reach out to Rob or Janice if they want to be involved.
   * Bill Burnie was mentioned as someone who maybe should be involved with the PIT count as he is from HUD and this is a HUD event.
3. Discuss and establish committee’s top priority goals and develop an action plan for each goal to be implemented over the next 6-12 months. (see attached November draft minutes for previous discussion on goals)

* One of the questions coming from the Board and CoC, as a whole, is the idea of what are we doing with these committees. It appears that we are moving away from NOFA, but what does that look like? Is that service-based over intervention-based committee types?
* Does it make sense for this group to make a list of priorities now if the CoC is drastically changing? At Steering, it was mentioned that these committees become a topic at the CoC meeting and it can be discussed what the role of these groups are.
* The NOFA determines everything we do, and there is little time for everything else.
* At the CoC board meeting, we should rethink having one place where everything is posted; MaineHousing was going to look into this and then talk more about it.
* Per a previous Steering committee, people were talking about doing serious work to fix the homeless planning website to make it more essential. If they are doing all this talking, maybe a couple things should be identified as the priority as it’s doubtful that the mission is going to change substantially. There is a history of both committees doing training work. Training work could be a full agenda throughout the year.
* The way things are structured within the CoC, topics go back to the lead committees before moving forward (Steering, Board, etc.) which inhibits the ability to accomplish goals.
* Clearly a Resource Committee should be focusing on trainings and branding.
  + One of the issues with the CoC focus is that there is no product to offer other than the NOFA.
  + Training is a big component and takes up a large amount of time. Suggested to do trainings every 2 months.
* Flesh out goals about training.
  + Concerns were raised about trainings being CoC driven. The layered committee system and reporting out to other committees is burdensome.
  + A conversation was had around creating a video training series, as it turn out there was not enough time for this year’s count. Can we look at that to create those training videos so they’d be available for the 2019 count?
  + Safety training: MSHA is going to develop videos for the paperwork. What needs to be done to support the PIT planning committee?
* Summarize: focus more on the PIT count and training over branding and broader topics. Support directing the Board onto a more inclusive track regardless of how the CoC reorganizes.
  + Training and expanding beyond the NOFA
    - Message to the board is: in order for our committee to serve its purpose, the CoC has to be more than the NOFA.
      * With merger, perhaps the next logical step for the work of this committee is to serve Regional Homeless Councils.
* Rob: Veterans committee on January 31st internal training on Veterans Coordinated Entry system at Bangor Savings Bank. The second part of the day is a public forum and it is appropriate that it be co-branded as a CoC event.
* If people are having events, how can we support them and support them as Resource Committee.
* Should we have some role in how Coordinated Entry happens?
  + No one has reached out about anything. For training purposes, Coordinated Entry makes more sense for another committee.
* Regarding trainings in Portland (Aaron): they have done trainings on disability, MaineCare, General Assistance, Housing Authorities, LIHEAP.
  + These occur separate from ESAC, but they take place at 196 Lancaster Street. They used to be held Thursday mornings following ESAC, then switched to Wednesdays. They were posted on the city website, ESAC agenda. 7 one year, 6 another. They were usually an hour and a half.
  + In Region 2, youth homelessness, housing subsidies, Maine Equal Justice Partners, fair housing, DHHS services, Career Center resources, General Assistance. They have a larger Shelter presence, but for trainings, more case management participation.
* It’s ok for trainings to be different regionally. Maybe more workshops on getting people more involved on understanding policies
  + We may need two types of trainings for different types of populations…providers and other community members. If we want to share information, maybe we call them listening or education sessions. Calling it a workshop wouldn’t really draw in people from the street.
    - We need to keep in mind time and location which will influence who shows up.
* First steps regarding training:
  + February Resource meeting – focused on PIT per last meeting not training planning.
  + Goal is to select a training topic for all 3 regions in a one week period (or maybe a month)
* Fair Housing (Main Topic) plus CoC involvement and steps to address this?
  + Could potentially do a panel
  + Pine Tree could touch on legal aspects?
  + Potentially one on Friday February 9th, and one on Wednesday February 14th
    - Rob will reach out to Pine Tree to see what would work for them in February.
    - Aaron will follow up about confirming that the 14th would work and that the space would work at Lancaster Street. Portland 10:30am - noon.
* Goal would be to think about doing trainings quarterly at a minimum

1. Discuss any issues around meeting logistics.
   * Next meeting for this group is January 4, 2018 from 1-3pm.
   * Rob suggested potentially using video conferencing system for these meetings and he will check into this system.
   * Jan 4 meeting at Lewiston PS VHS (37 Park St, suite 302) office for sure and he will confirm other two sites, plus call-in option.
2. Misc. as needed
   * Agenda for next meeting. PIT and starting to talk about February details.